

**Essential Question 4: Does your district implement IDEA to improve services and results for children with disabilities?**

## **INDICATOR 11 (Compliance)**

### **Child Find: Timely Initial Evaluations**

**Measurement:** Percent of children who were evaluated within 25 school days of receiving parental consent to evaluate.

**Indicator Goal:** The goal of Indicator 11 is to improve efforts to locate and serve students with disabilities by ensuring 100% of children with parental consent to evaluate, are completed within 25 school days.



**Indicator Connections:** Districts establish processes and procedures pertaining to the timely identification, location, and evaluations for all children having or suspected of having a disability. During the initial evaluation process, students are assessed using appropriate evaluations, procedures, and instruments (Ind. 9 & 10). Parent and professional collaboration is used to promote active participation (Ind. 8). Timely evaluations are needed to support efficient and effective transitions for children transitioning from Part C to Part B (Ind. 12).



### **Entering/Accessing Your Data**

#### **Indicator Access Points**

- District evaluation timeline records &/or dates are collected throughout the year. Spreadsheet **can** be used to assist in collecting student data during the year: <http://doe.sd.gov/oess/sped-SPP.aspx>
- Individual student data collected is entered directly in: **Launchpad Secure Website:** <https://apps.sd.gov/DP42LaunchPad/Logon.aspx>
  - Usernames and passwords remain the same each year.
  - Contact [Indicator 11 contact](#) for login assistance.

#### **Submission Timeline**

- Student data is collected between July 1<sup>st</sup> - June 30<sup>th</sup> of each year.
- All individual student data **must** be entered in Launchpad and signed off by August 1<sup>st</sup>.

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### Calculation Guide

**A** = # of students for whom parental consent to evaluate was received

**B** = # of students whose evaluations were completed within 25 school days

**C** = % of initial evaluations completed within 25 school days

$$(B \div A) \times 100 = C \%$$

of initial evaluations met timeline

### Calculation Example

**A** = 10 parental consents received

**B** = 8 children whose evaluations were completed within 25 school days=

$$(8 / 10) \times 100 = 80\%$$

of initial evaluations met the 25 day timeline



## Analyzing Your Data

	SY1314	SY1415	SY1516	SY1617	SY1718	SY1819
<b>Target =</b>	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%
<b>State Rate</b>	99.86%	99.84%	99.85%			

\*Targets are set every 6 years

## Improving Your Results

### Not happy with your results?

- ✓ Determine district processes and procedures that need to be addressed to assure the timelines are being met, for example, counting the 25 school days accurately.
- ✓ Review policies and procedures and provide training for all staff regularly.
- ✓ Create and continuously update a calendar that includes all timeline dates along with other important IEP-related dates.

## Frequently Asked Questions

### Is my district's data accurate?

A district should pull the report called "Child List District" under reports in Launchpad to review submitted student data. If your district discovers errors, you should notify the Indicator [11 SEP contact](#) person.

### How do I calculate the 25-day timeline?

The date a district staff member receives the signed permission **in-hand** is considered day one. For further guidance on which days may be included in the timeline, see Indicator 11 Directions at <http://www.doe.sd.gov/oess/sped-SPP.aspx>.

### What if I'm concerned about exceeding the 25-day timeline?

If you are concerned, be sure to obtain a signed parental permission to extend the evaluation timeline including date of extension. Refer to the [IEP TA guide](#) for further guidance and forms.

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### **Remember:**

This is a compliance indicator requiring 100% of initial evaluations completed on within 25 school days. If not, districts will be determined out of compliance and a corrective action plan (CAP) will be issued.

District calendars must be uploaded and include any snow/make-up days and for PK students, indicate the days student attends, if different than the district calendar.

## **Resources**

1. SD DOE State Performance Plan webpage: <http://doe.sd.gov/oess/sped-SPP.aspx>
2. Indicator 11 Reporting Guide: [Ind 11 Reporting Guide](#)
3. Launchpad Submission Guide: [Launchpad Guide](#)
4. Self-Analysis Tool:  
[http://doe.sd.gov/oess/documents/SPP\\_Indicator11\\_selfanalysistool.pdf](http://doe.sd.gov/oess/documents/SPP_Indicator11_selfanalysistool.pdf)